



Montana Local Section Administration Form 2014

Local Section Administration Form - Governance	
1. How many times did the executive committee conduct governance business during 2014?*	2
2. How many members were there in the executive committee during 2014?*	5
3. How did the executive committee communicate with one another during 2014?*(Check all that apply.)	<input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> Teleconference <input checked="" type="checkbox"/> ACS Network <input type="checkbox"/> Other -
4. What percentage of your councilors were in official attendance at the Spring and Fall ACS Council meetings?*	80%
5. Did a member of your local section attend the Local Section Leaders Track at the 2014 ACS Leadership Institute?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6. Did your local section have a succession and/or leadership development plan during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How did your local section identify future leaders and get them into the leadership pipeline during 2014?*(Check all that apply.)	<input type="checkbox"/> Self-nomination <input type="checkbox"/> Solicitation or advertising <input checked="" type="checkbox"/> Identify active committee members <input checked="" type="checkbox"/> Formal leadership training <input type="checkbox"/> Long term plan <input checked="" type="checkbox"/> Outreach to new members <input type="checkbox"/> Arm-twisting <input type="checkbox"/> Other -
8. Did your local section conduct an officer election during 2014? *	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Did your local section conduct its elections electronically during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
10. How many members voted in your local section officer election in 2014?*	110

Questions 11-13 provide the opportunity for your section's leadership to communicate successes, challenges, goals, and progress towards meeting those goals. We want to hear from you! Please use the required comment boxes to share your thoughts about your section. In questions 12 and 13, do not feel limited by having spaces indicated for the top three goals. Other goals can be added in the comment box if needed.

<p>11. 2014 Chair's report: Please provide a narrative of the past year's activity/successes/challenges:*</p>	<p>This years main events included the spring meeting, NORM 2014, and the fall social. Our spring meeting is a yearly event that is an avenue for graduate and undergraduate students to practice their presentation skills. The event provides travel awards for the best graduate and undergraduate presentations. The spring meeting was a success despite a scheduling conflict with several of the local universities. The talks provided an intimate atmosphere due to the small number of attendees, we filled a classroom instead of the lecture hall, which sparked interesting questions and answers. We have learned to plan around other events (which we thought we had done) better by contacting members of other societies. We also learned that communication with other groups of similar interest can foster future partnerships and help avoid roadblocks. From the troubles of last year we have been in contact with other societies and each universities events as to choose a date that allows the largest number of our members to attend. The Montana section hosted the NORM 2014 conference in Missoula, MT this past summer. The local section also held a small business symposium at NORM that was well attended and received positive feedback. The fall social is our sections other yearly event and is more of a social event designed to provide a relaxed atmosphere for intellectual exchange. There is an undergraduate poster presentation and then a keynote speaker. The event was well attended and enjoyed by all. We will continue to have a Fall social event and a Spring meeting in miniature. Our section sent the chair and chair-elect to the Leadership Institute in Dallas to prepare them for the upcoming year. Our section offered the support of teacher memberships to AACT if they would apply with a small letter of interest. Our section continues to support the Chemolympics and other programs designed to increase chemistry interests.</p>
<p>12. 2015 Chair's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>An ACS presence at the state teacher's convention in the form of a booth in the exhibit hall</p>
	<p>Promote AACT to rural teachers in the state through a sectional at the state teacher's convention Create a STEM program to highlight chemistry and other science careers and research in the state</p>
<p>b. What are your concerns and challenges?*</p>	<p>Because the majority of the state is rural, it is difficult to get the membership together. It is not uncommon for members to drive more than 4-5 hours to attend the meetings. Therefore, the involvement of members would be one of our greatest challenges. The other challenge is getting the word out to our membership of opportunities both professionally and educationally. Because everyone uses different forms of media, it is a challenge to pick the one, or combination of types that will hit your targeted audience.</p>
<p>13. 2015 Chair-Elect's goals for the Section</p>	
<p>a. Please list your top 3 goals:</p>	<p>Provide support towards the accomplishment of the 2015 Chair's goals</p>
	<p>Use social media/virtual meetings to establish stronger relationships with the section's membership Promote an increase in the number of active Student Affiliate's Chapters in the Section.</p>
<p>b. What are your concerns and challenges?*</p>	<p>The Montana section is a very large section with under 300 members. The membership is spread throughout the state and travel/lodging expenses are currently prohibitive. Travel distances also factor into a very low participation rate at the two sections meeting (one spring, one fall) currently held each year. It at least seems that there is a need to showcase the relevance of ACS and its resources for the local section and its members, and increase participation. Even travel expenses for select members of the Section's Executive Committee to visit the remote regions of the state of Montana are prohibitive unless they could be subsidized through special appropriation or travel grant funds.</p>

Local Section Administration Form - Organization

1. Did your local section have any active committees with Yes No

two or more members during 2014?*	
a. If the response to 1 (above question) is YES, please select the committee and enter the chair's name.	<input type="checkbox"/> Awards <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Career assistance/Employment <input type="checkbox"/> Chemistry Olympiad <input type="checkbox"/> Community Activities <input type="checkbox"/> Continuing Education <input type="checkbox"/> Educational <input type="checkbox"/> EHS <input type="checkbox"/> Environmental <input type="checkbox"/> Government Affairs <input type="checkbox"/> Industry Relations <input type="checkbox"/> Long Range Planning <input type="checkbox"/> Membership/Membership Retention <input type="checkbox"/> Mentoring <input type="checkbox"/> Minority Affairs <input type="checkbox"/> Newsletter/Publications <input type="checkbox"/> Nominations <input type="checkbox"/> Professional Relations <input type="checkbox"/> Project SEED <input type="checkbox"/> Public Relations <input type="checkbox"/> Senior Chemists <input type="checkbox"/> Women Chemists <input type="checkbox"/> Younger Chemists <input checked="" type="checkbox"/> Other NORM planning and implementation
2. How many subsections were active in your local section during 2014?*	0
3. How many subsection meetings were held by your local section during 2014?*	0
4. How many topical groups were active in your local section during 2014?*	0
5. How many topical group meetings were held in your local section during 2014?*	0
6. Did your local section support (financial or otherwise) an existing Technician Affiliate Group (TAG) during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. How many dues-paying affiliate members were in your local section during 2014?*	0
8. What was the approximate number of active volunteers in your local section during 2014?*	12
9. Please estimate the number of new volunteers in your local section during 2014?*	3
10. Please indicate all the ways that your local section recognized volunteers during 2014.* (Check all that apply.)	<input type="checkbox"/> Certificates <input type="checkbox"/> Awards <input type="checkbox"/> Letter to volunteer supervisor <input type="checkbox"/> Letter to volunteer <input checked="" type="checkbox"/> Recognition at an event <input type="checkbox"/> Recognition on web <input type="checkbox"/> Recognition in newsletter <input type="checkbox"/> Other -

Local Section Administration Form - Communications	
1. How many local section meetings were held during 2014?*	2
2. On average, how many members attended a local	50

section meeting during 2014?*	
3. How did Councilors report to your local section members about national ACS matters during 2014?*(Check all that apply.)	<input checked="" type="checkbox"/> At a section meeting <input type="checkbox"/> At an executive committee meeting <input type="checkbox"/> In the newsletter <input type="checkbox"/> On the local section web site <input type="checkbox"/> Other -
4. Did your local section have a representative on your Regional Meeting Board or Steering Committee during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
5. How does the sections leadership communicate information to its members?*	at events, email and website
5a How Often do these communications occur:	
5a1 Number of newsletters published:*	0
5a2 Number of meeting notices:*	2
6. Did your local section have a website during 2014?*	<input checked="" type="radio"/> Yes <input type="radio"/> No
6a. If the answer to 7 (above question) is YES, what was the URL for your local section's website?	http://montana.sites.acs.org/
7. Did your local section post its Annual Report on your website during 2014?*	<input type="radio"/> Yes <input checked="" type="radio"/> No

Local Section Administration Form - Nomination

1. Our Section would like to self-nominate for the Local Section Outstanding Performance Award.*	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. Please provide a summary self-nomination statement of 500-word or less. The summary statement should highlight local section's 2014 activities to support your nomination.	

Local Section Administration Form - Supporting Materials

File Name	File Size	Brief Description
-----------	-----------	-------------------

Local Section Administration Form - Approval

Comments

Approved & Submit for Review Kyle Strode 03/03/2015

This form has been submitted for your approval. Please review each tab for completeness and accuracy, make any necessary edits, and save all changes before approving this form. After the form is approved, it will be submitted for review. The approved form will be placed in read only mode and no additional edits will be allowed. Your approval will submit this form as part of your official annual report to ACS.

--- END OF REPORT ---